

**MINUTES OF THE GENERAL MEETING  
OF THE BIGFORK COUNTY  
WATER AND SEWER DISTRICT**

The General meeting of the Bigfork County Water and Sewer District was held on October 15, 2020 at the District office. Vice President Gene Helberg presided.

**ATTENDEES:**

*Directors: Gene Helberg, Tom Cahill, Lloyd Ross (via phone), Bob Keenan*

*District Employees: Mimi Wildeman, Julie Spencer, Cindy Inabnit*

*Engineering: Jeff Cicon P.E, Morrison Maierle*

*Public: None*

**Pledge of Allegiance**

**READ AND APPROVE MINUTES:**

The minutes of the September 17, 2020 General Board Meeting were reviewed for approval Cahill made a motion to approve the minutes with corrections, Keenan seconded, and it was unanimously.

*RESOLVED*, That the minutes of the September Board Meeting be approved with corrections

**CONSENT AGENDA**

Helberg asked for discussion, no further discussion Keenan made a motion to approve, Cahill seconded, it was unanimously.

*RESOLVED*, That the Consent Agenda be approved

**READ AND APPROVE AGENDA**

Helberg asked for discussion, Keenan made a motion to approve the Agenda, Cahill seconded, it was unanimously.

*RESOLVED*, That the Agenda be approved

**OLD BUSINESS**

**Operations Report-** Helberg asked for discussion. Spencer informed the Board on the September events, after discussion Keenan made a motion to approve the Operators Report, Cahill seconded, and it was unanimously.

*RESOLVED*, That the Operators Report be approved as submitted

**Water System**

- **Task Order #37: Water Tank and Transmission Line Project:**
  - The Standpipe Tank has been painted and we are waiting for the paint to fully cure before filling it with water. We will be scheduling an inspection with the contractor to go through the project and document any punch list items. The new overflow pipe, access hatch, and ladder were installed before it was painted. The contractor and Morrison-Maierle received several compliments on the color from the neighbors walking by the site.
  - Design on the new storage tank continues. We are waiting for updated design information from Terracon Geotechnical before the design can be finalized. Assuming the geotechnical analysis comes back without any design changes, the dimensions of the tank and site plan have been reviewed with the District and will not change.
  - We have had several discussions with the tank supplier about construction access. The preferred route will be to build a temporary access road to the bottom of the property so that concrete can be delivered through the Pierce property rather than Windsor Court. Permanent access will still be through Windsor Court.
  - We forwarded a copy of the 30% drawings to the Pierces for comment. We will keep them informed on the design as it progresses.

**Wastewater System**

- **Task Order #36: Bay Sewer Replacement Project**
  - We received one of the two remaining easements for the project. The remaining owner recently purchased the property and has verbally agreed to signing but would like to meet to look it over before signing.
  - Based on the bid results, Bond Council is working on impacts to rates, if any, with the revised budget. These impacts will be communicated to the board once they become available.

**Development Review**

- **The Settlement Subdivision** – MDEQ has begun their review of APEC's resubmittal and sent a list of items to address. Morrison-Maierle is coordinating with MDEQ on these items and will keep Julie in the loop on the discussion.
- **Saddlehorn No. 11** – Work has started on service lines, but not on any of the water and sewer mains since they do not have MDEQ approval.
- **Blenn Street Water and Sewer Extension** – We met with Jackola Engineering on September 21 to review their design. The presented drawings that were previously developed by APEC engineering, but were planning to move forward with a similar design. No official drawings have been presented to Bigfork Water and Sewer or MDEQ.

## NEW BUSINESS-

**Quarterly Safety Meeting-** Helberg informed the Board that the crew is busy cleaning basins and that we will not be having one.

## COMMITTEE REPORTS

*Annexation, Main Extensions & Construction ..... Helberg & Cahill*

- Account 1799-00 and 1800-00 informational update on progress

*Purchase of Additional CD Investment –..... Price & Ross*

- FDIC Investments- none

*Employee Insurance, Compensation & Certification & Safety ..... Helberg & Keenan*

- Review of Employee Handbook - ongoing

*Pretreatment Regulations ..... Cahill & Price*

- No change

*Budget & Rate Structure ..... Helberg & Ross*

- *Asset Replacement Valuations-* Cahill stated that we need to set up an account to fund the replacement of vehicles due to the fact we still have incredibly old trucks.

*Rules & Regulations ..... Cahill & Price*

- *Rules and Regulations* - ongoing needs to include Engineer Standards and Grease Trap Rules & Regs (design), ongoing almost completed by committee Cahill will bring his mark ups in and Spencer will let Price know that we need his in as soon as possible, we will then distribute to the staff to work through and all mark ups will go to the Board for approval.
- The Ranch Board and Bigfork Water and Sewer will need to develop a new contract that will include maintenance, water usage, operations, and cost sharing of these shared assets

*Farmland..... Helberg, Cahill*

- Grain Bins- All 5 grain bins are full
- Control Panel for the sprinkler system- New Castle is getting a cost estimate for moving the panels to the north side of the building out of the heat of the sun.

## COMMUNICATIONS

**Ranch Contract-** Mark Smolen temporary Operator Information

## ADJOURNMENT

Helberg called for a motion to adjourn. Keenan moved, Cahill seconded, and it was unanimously

RESOLVED that the public meeting be adjourned at 1:40 p.m.

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Secretary, Mimi Wildeman

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Minutes approved by:

President Lloyd Ross